

**KEY BISCAYNE POLICE OFFICERS & FIREFIGHTERS
RETIREMENT PLAN**

Thursday, January 26th, 2012 – **5:30 P.M.**

560 Crandon Blvd
(Village Council Chambers)
Key Biscayne, Florida 33149

AGENDA

- 1. Call to Order/Roll Call**
Servando M. Parapar, Secretary
Captain Michael Haring, Chairman
Deputy Chief of Police Jose L. Monteagudo
Steve Liedman
Martha Broucek
- 2. Additions/Deletions to Agenda**
- 3. Approval of Minutes – November 16th, 2011**
- 4. Approval of Invoices:**
Burgess Chambers & Associates, Inc., Invoice #11-327 dated 12/8/11
Burgess Chambers & Associates, Inc., Invoice #11-328 dated 12/8/11
Burgess Chambers & Associates, Inc., Invoice #11-329 dated 12/8/11

Gabriel Roeder Smith & Co., Invoice #116908 dated 11/14/11
Gabriel Roeder Smith & Co., Invoice #117191 dated 12/13/11

Joan L. Wall, Administrator, 11/9/11 – 1/18/12 40 ¾ hrs, plus expenses
- 5. UNFINISHED BUSINESS**

NEW BUSINESS
 - 6. a) Blake Myton from SunTrust – Investment/Market Report**
 - 6. b) Burgess Chambers from BCA**
 - Performance Report for Quarter Ending 12/31/11
 - Review – Revised Investment Policy Statment
 - 6. c) Schools & Conferences**
 - FPPTA, Trustees' School, February 5 – 9th, 2012, Hyatt Regency Jacksonville Riverfront, Jacksonville, Florida
- 7. Trustees' Concerns –**

8. REPORTS

- **Attorney –**
- **Administrator**
 - Need for storage space
 - Awaiting Trustee Election Reports for Fire Department (continued from 9/22/11 & 11/16/11)
 - Fiduciary Liability Insurance Renewal has been sent.
 - Summary Plan Description – provided updates to actuary on 11/17/11
 - Status of work for Actuary – need information from Finance regarding Police Officers
 - Changes at SunTrust
 - As of 12/19/11 Kara Humphreys moved to another position, Michelle Hagan and Katie M. Wilson providing assistance are now providing assistance
 - As of 1/20/12 SunTrust Shared Resource Center is moving, fax number has changed, PO address and email address is the same.
- **Other** - Included with agenda packages are the following:
 - November & December, 2011 Securities Monitoring Report

9. Input from Active/Retired Members

10. Next Meeting Date – Thursday, March 22nd, 2012/Adjournment

In accordance with the Americans Disabilities Act of 1990, persons needing special accommodation to participate in this proceeding should contact the Office of the Village Clerk, 85 W. McIntyre Street, Key Biscayne, FL 33149, telephone number (305) 365-5506, no later than two business days prior to such proceedings.

If a person decides to appeal any decision made by the Board of Trustees of the Police Officers and Firefighters Retirement Plan with respect to any matter considered at this meeting or hearing, that person will need a record of the proceedings, and for such purpose, may need to insure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (F.S. 286.0105)

This meeting may be conducted by means of or in conjunction with communications media technology, specifically a telephone conference call. The above location, which is ordinarily open to the public, shall serve as an access point. Persons wishing to attend should appear at the access point, where telephone access to the meeting will be provided.